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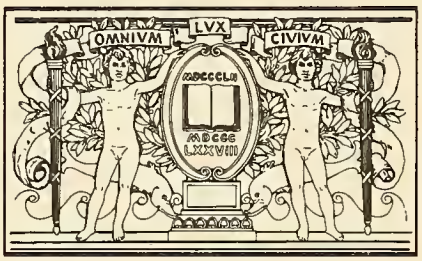

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CITY OF BOSTON FINANCE COMMISSION

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December 29, 1967

To the Honorable the Mayor:

The War Memorial Auditorium has now been in operation for about two and one-half years. One of the country's largest and most modern exhibition and convention centers, the Auditorium has over 150,000 square feet of exhibit space, a 5,826-seat auditorium with a stage proscenium measuring 88' wide x 42' deep with an 85' stage tower, complete stage facilities and dressing rooms, 10 permanent meeting rooms, the largest of which seats up to 800, and several modular meeting rooms with seating capacities ranging from 125 to 375. All 4,000 seats on the orchestra floor are removable, leaving a level floor which can be used as additional space for exhibitions.

It represents a new activity in the history of the City, and hence it is timely to examine the policies, practices and effectiveness of this facility.

Accordingly, in the spring of 1967 the Finance Commission undertook a comprehensive review of the administration of the War Memorial Auditorium. The inquiry was intended to cover two specific

areas. The first concerned itself with the competitive position that the Auditorium held in relation to other municipal auditoriums throughout the country. The primary aspect of this analysis was aimed at a determination of the factors which either stimulate or depress the demand for bookings in Boston's facility. It must be recognized that the decision by a potential exhibitor or convention as to which city will be the locus of its trade show, convention or other activity is determined by a myriad of imponderable factors which are beyond the scope of this report. Included in those factors are such important matters as the availability of hotel accommodations, entertainment, transportation, location in relation to historical, business or scientific centers and many more. This report is concerned only with the factor of the direct cost to the potential licensee for the use of the War Memorial Auditorium and the Auditorium Commission's policy and control over those companies that provide necessary services within the Auditorium.

PRACTICES FOLLOWED IN THE ADMINISTRATION OF THE AUDITORIUM

In the matter of policy in leasing the facilities of the Auditorium for convention or exhibition purposes, there are two separate categories of charges involved for the lessee. In the first place, the prospective user contracts with the Auditorium Commission for the use of the Auditorium and/or exhibition space and agrees to pay a basic fee, the so-called "wall-to-wall" charge, with no provision for services other than heat, light and air conditioning. For

such services as security, cleaning, electrical, catering, et al, the user contracts with outside service contractors. Lessees are required to deal with the contractors designated by the Auditorium Commission. This situation is rare among various Auditoria in the country.

The argued advantages of such an arrangement are:-

1. The Auditorium Commission is freed of the necessity and cost of administering and supervising the various services involved.
2. The use of one contractor for each service allows the Auditorium management to fix responsibility and deal with a contractor of their choosing.

The disadvantages of such arrangement are:-

1. The lessee has no recourse to management and must deal with the contractor.
2. The lessee must meet whatever charges the contractor wishes to impose.

THE BASIC FEE

Since it has been alleged that Boston supplies less for its basic fee than do some other large cities, it may be helpful to compare Boston and some other cities in this respect.

In many of the largest cities of the country the basic fee for the use of the auditorium includes at least cleaning services.

WHAT BASIC FEE PROVIDES IN VARIOUS CITIES

CITY	CLEANING EXCEPT in BOOTHS	POLICE	HEATING, AIR CONDITIONING, LIGHTING, WATER
Philadelphia	X	X	X
Atlantic City	X		X
Los Angeles	X		X
Minneapolis	X		X
Kansas City, Mo.	X		X
San Francisco	X		X
Houston	X		X
Milwaukee			X
BOSTON			X

To compare Boston fully, with other cities in terms of what services are provided in the "basic fee," and what costs are involved in the basic fees, the reader is referred to the comprehensive table in the Appendix of this report.

In any case the basic fee is bound to be determined by the financial policy of an Auditorium.

FINANCIAL POLICY

The financial policy of the War Memorial Auditorium in terms of whether the Auditorium should be subsidized or a break-even operation, or should realize a profit, can only be deduced from the relevant figures.

Viewed operationally, the year 1966 showed an actual surplus in receipts. The expenditures were $382,690.47; receipts were $399,298.49. This represents a surplus of $16,608. In 1965, receipts were $264,191.22; expenditures were $261,638.51. The Auditorium opened its doors to the public officially on February 21, 1965.

From the standpoint of capital financing, however, the City is subsidizing the Auditorium to a substantial degree. In terms of principal and interest on loans, the City supplied $640,344 in 1966; this annual subsidy will continue for up to 30 years.

There is no easy answer to the question of to what extent the City shall subsidize the auditorium operation. To a significant degree such a determination will be made in the light of the priority which the Administration places upon convention business in the City. However, one conclusion is obvious and that is that a policy to

minimize the direct expense to the City is wrong if it results in a noncompetitive, underutilized auditorium. The present policy does not at this time reflect such a development. An indication of this is scheduled bookings for the year 1968 which appears in the Appendix to this report. But the Auditorium Commission must be ever vigilant to the competitive facts of life as they develop through the country.

CONTRACTS WITH CONCESSIONAIRES

The Auditorium presently has arrangements, both formal and informal, with individuals and companies for the following services:-

Alco Coin Lock Company	Maintenance of coin locks on toilets
Boston Air Legasse Company	Maintenance and operation of the heating, cooling and ventilation
Clean Brite, Inc.	All cleaning with the Auditorium
J. D. Horgan, Inc.	Security service
Hub Catering, Inc.	Concession for food, liquor and tobacco, also check room concession
Otis Elevator Company	Maintenance of elevators and escalators
George Phelps Company	Electrical maintenance and services

The foregoing contracts should be distinguished on two grounds. First, there are those which represent an expenditure by the Auditorium and are, therefore, governed by the requirement of public bidding. Within this group fall the contracts with the following: Boston Air Legasse Company, J. D. Horgan, Inc., Otis Elevator Company, and George Phelps Company. In each of these instances, the Auditorium Commission has requested permission from the Mayor to dispense with public advertising for bids and such

permission has in all instances been granted. The reasons given in the case of Boston Air Legasse Company, Otis Elevator Company, and George Phelps Company appear to be of substance since the services provided by their companies demands a special expertise. This Commission perceives of nothing unique in the guard service provided by J. D. Horgan, Inc., and competitive bidding procedures should be followed in anticipation of the expiration of the present contract in April of 1968.

The second class of contracts include those in which the organization enjoys an exclusive right to render various necessary services to the exhibitors, conventions and others engaging the Auditorium. These include the following companies: Clean Brite, Inc., Hub Catering, Inc., and George Phelps Company, in certain instances. Because these contracts do not represent an expenditure by the Auditorium, the legal requirement of competitive bidding is absent. However, this in no way prohibits the Auditorium from utilizing such an approach, and the Finance Commission urges that such be adopted.

Upon commencement of operations, the Auditorium Commission requested bids from various companies for the purpose of determining on what basis the exclusive privilege to do business at the Auditorium would be assigned. In the instance of the caterers, some eighteen companies responded. The proposals as submitted state a guaranteed fee to the City and various percentages to be paid on the different products sold by the caterers. A review of the proposals indicates that a fair comparison between the different bids is extremely difficult, if not impossible, because the bidders were obviously operating on widely differing estimates as to the potential volume and the

breakdown of that volume into the different categories of items (i.e., beer, food, etc.).

The Finance Commission acknowledges that the Auditorium Commission was initially hampered by a lack of historical data, but it urges that all future arrangements as to catering services be dependent upon competitive bid.

The agreement with the caterer has recently been extended until May of 1973. This extension was by negotiation and based primarily on the fact that the caterer agreed to make certain capital expenditures in the building which operate to the benefit of both the Auditorium and the caterer. This agreement may well be a fair one for both parties but without open competitive bidding the conclusion may not be drawn.

Another major concessionaire is the Clean Brite, Inc. which has the exclusive privilege to provide cleaning and other building services. Here, as in the case of the caterer, bids were requested upon commencement of operations at the Auditorium. In this instance, seven different companies submitted proposals which defy reasonable comparison. One significant difference between the cleaning franchise and the catering franchise is the fact that the catering activities produce substantial income for the Auditorium ($66,465.00 in 1966), while the cleaning activities produce none. The only benefit which accrues to the City as a result of the cleaning franchise is that of free cleaning service for the Auditorium's administrative spaces, stairways and sidewalk. Here, as with the caterers, there has been a recent negotiation of the contract without the benefit of competitive bidding. It is the recommendation of the

Finance Commission that the right to the exclusive concession on cleaning be subject to public bidding and that such take place upon the expiration of this contract in February of 1969.

During the course of the hearing before the Executive Committee of the Boston City Council, certain issues were raised pertaining to the corporate operations of the cleaning concessionaire. In particular issue was a report filed by the management of Clean Brite, Inc. in 1965 indicating that"no par"stock of the corporation was "issued to one person in recognition of services rendered by him in obtaining contracts for the corporation". Since the allocation of stock closely parallels the awarding of the exclusive franchise at the Auditorium, further explanation was necessary. Responding to an invitation by the Finance Commission, the Counsel and the Treasurer of Clean Brite, Inc. turned over to this Commission the entire stock records of Clean Brite, Inc., and its predecessor corporation. After a careful analysis of all matters pertaining to the issuance and retirement of stock, it was the opinion of this Commission that the aforementioned transaction was in the normal course of corporate transactions and that compensation was paid for securing contracts not related to that with the Auditorium and, further, that it was paid to a corporate officer of Clean Brite, Inc., and finally that the records indicate that he still holds the stock.

The third exclusive arrangement is with the George Phelps Company. Under this, the Company provides electrical service as desired by exhibitors and others leasing the hall. Some distinction should be drawn in this instance from the prior two exclusive

concessions because this type of service demands a significant degree of expertise and familiarity with the electrical systems of the building. This contract does provide for a percentage of income payment to the Auditorium and in 1966 it amounted to $8,602.48. The contract with the George Phelps Company was recently negotiated without public bid and expires in 1970. It is the opinion of the Finance Commission that this service does not lend itself to a determination by public bidding.

COMPLAINTS BY USERS OF FACILITIES

The Commission has surveyed a significant number of organizations which have used the building in the past year for the purpose of determining how those organizations evaluated the services rendered not only of the contractors who provide the services but, in addition, their opinions as to the services provided by the Auditorium management. Without exception the response concerning Auditorium personnel was favorable. Nothing but the highest praise was received concerning the efforts of the Manager, the Executive Secretary of the Auditorium and the Building Superintendent.

However, opinion was not unanimous as to the performance of the caterers and cleaners. In some instances, criticism was plainly not justified; in others, however, it is clear to this Commission that the primary problem rests not with attempts to overcharge or poor quality, but with a misunderstanding of the services available and the basis on which they were to be charged. It must be remembered that the operation of this facility differs from that of

many other civic auditoriums in that the licensee gets a mere "four-wall" contract and that it is up to him to arrange for all the other services necessary for the particular event. Misunderstanding and grievances have resulted and if brought to the attention of the Auditorium staff acceptable solutions have always been found.

These complaints may be classified in the following categories:-

1. Catering. Complaint that the housekeeping was poor and there was a lack of tables and bus boys.

2. Cleaning. Complaints that prices were high, service was inadequate, that more supervision was needed, and that there was a lack of authority by officials of the Auditorium.

3. Chairs. Here the complainant objected to paying for chair "set-ups".

4. Water Service. Here the complainant protested an excessive charge for providing water service for the speaker's platform.

5. Guard Service. Complaint that this service was inefficient and marked by a conflict of orders.

6. Basic Rental Charge. In this area the eleven complaints were to the effect that present fees were too high; one desired a single package deal; and one that facilities were inadequate.

7. Drayage. Here the complaint was made that problems with the Unions were involved.

On the other hand, many users of the Auditorium facilities have expressed complete satisfaction with the Auditorium.

Recommended procedures should eliminate complaints.

MANAGEMENT CONTROL

The Finance Commission believes that the present system does not provide the Auditorium with that degree of management control

which ensures that such problems be solved prior to developing into a matter which adversely reflects upon the Auditorium. It is this Commission's understanding that the Auditorium Commission has recently established the staff position of "Coordinator of Conventions & Exhibits". This would appear to be a recognition of the problem as stated and a positive attempt to overcome it.

However, if the needed results are to be attained, it is a prerequisite that the Auditorium Commission vest in its staff not only the authority to set standards of performance for the concessionaires but clear responsibility to affirmatively ensure that any company which enjoys the privilege of providing services at the Auditorium performs in such a manner that reflects credit upon the facility itself and the City of Boston.

FINDINGS AND RECOMMENDATIONS

1. Although the Auditorium realized an operating surplus in 1966, the City subsidizes this facility in terms of capital costs in an amount of $640,000 annually.

2. Unfavorable comparisons with other cities in the matter of the kind and quality of services provided to lessees could be eliminated by changing radically the whole operational concept of the Auditorium.

It is recommended that the Auditorium Commission consider the advisability of exclusive control by the Auditorium Authority of all contracts, both basic and for special services. In other words, the Auditorium under this suggestion would advertise for the best bids from qualified bidders to provide all manner of services; specifications should call for a schedule of fees to be charged for

respective services as part of the bid, analogous to the method of incorporating a rate schedule for parking in the case of bidding for the lease of the City's off-street parking garages. Under this system, the City would supervise and police the performance of service contractors.

It is also recommended that the cleaning of the offices, etc., of the Auditorium be the subject of a bid contract, rather than be considered as a quid pro quo for the privilege of holding the custodial contract.

The benefits of such moves would be:-

1. Criticism of the cost and/or quality of the various contract services rendered to lessees by cleaning, catering, security, electrical, etc. will be eliminated or can be dealt with directly by the Auditorium Commission. Supervision by the latter would be a controlling factor in this area.

2. The City would be the direct financial beneficiary of competitive bidding by the contractors and award to the lowest responsible bidder.

3. Lessees would have certain knowledge of the cost of each service to be provided.

4. Comparison with other competing Auditoria would be made easier and would facilitate choice on the part of a group contemplating a convention or exhibition.

5. Fees could be readily revised to meet competition in and if desired.

The most important question in this matter of the Auditorium is not how many users found fault with some aspects of the management of the Auditorium. It is, rather, the extent to which the Auditorium is competitive with facilities in other cities, and whether the present system of contracting for special services is the most business like and in the best interests of the City.

Respectfully submitted,

John Larkin Thompson, Chairman,

Roger J. Abizaid, M.D.,

Joseph P. McNamara,

Russell S. Codman, Jr.,

THE FINANCE COMMISSION.

Thomas J. Murphy,
Executive Secretary.

SCHEDULE OF AUDITORIUM 1968 BOOKINGS AND FACILITIES TO BE USED

SHOW	DATES	FACILITIES ENGAGED
New England Sportsman Show	Jan. 6 - 14	Entire Building
Natl. Swimming Pool Institute	Jan.20 - 23	2nd.Fl.Exhib. Area
N.E. Marine Trade Assoc.	Jan.27 - Feb. 3	Entire Building
N.E. Hardware Dealers Assoc.	Feb.10 - Feb.12	Main Assembly Hall 1st Fl.Exhibit.Area
Boston Globe Jazz Festival	Feb.16 - Feb.17	Main Assembly Hall
Assoc. Operating Room Nurses	Feb.19 - Feb.21	Main Assembly Hall 1st Fl.Exhibit.Area
AUTORAMA	Feb.23 - Feb.25	1st Fl. Exhib. Area
N.E. Regional Conference Brotherhood	Feb. 25	Main Assembly Hall
N.E. Home Show	Mar. 2 - Mar. 9	Entire Building
American Camping Assoc.	Mar.12 - Mar.14	2nd Fl.Exhib. Area
Boston Furniture Show	Mar.18 - Mar.20	Entire Building
N.E. Hospital Assembly	Mar.23 - Mar.28	Entire Building
American College of Physicians	Mar.21 - Apr. 4	Entire Building
National Rifle Assoc.	Apr. 6 - Apr. 8	2nd Fl.Exhib.Area
A.T. & T. (American Stock Holders Meeti n g)	Apr.17	Entire Building

SHOW	DATES	FACILITIES ENGAGED
Boston Opera Assoc.	Apr.22 - Apr.27	Entire Building
International Reading Assoc.	Apr.24 - Apr.27	Entire Building
Hotel & Restaurant Show	Apr.30 - May 2	Entire Building
Junior Achievement Banquet	May 9	Main Assembly Hall
American Psychiatric Assoc.	May 13 - May 16	Main Assembly Hall 1st Fl.Exhibit.Area
Boston Firemen's Relief	May 17	Main Assembly Hall
Protestant Laymen's Breakfast	May 18 - May 19	Main Assembly Hall
Breath of Life	May 24	Main Assembly Hall
United Church of Christ	May 25	Main Assembly Hall
Natl. Confectioners Assoc.	May 26 - May 29	2nd Fl. Exhib. Area
American Baptist Convention	May 29 - June 1	Main Assembly Hall 1st Fl.Exhibit.Area

GRADUATIONS FROM JUNE 2ND TO JUNE 15TH

Rev. Woodhouse (Tent)	June 17	
Natl. Assoc. of Retail Grocers	June 23 - June 26	Entire Building
Natl. Community Television Assoc.	July 1 - July 3	2nd Fl. Exhib. Area
American Veterinary Med. Assoc.	July 21 - July 25	2nd Fl. Exhib. Area
Natl. Candy Wholesalers Assoc.	July 28 - July 30 Aug. 3 - Aug. 7 Aug. 10 - Aug. 14	(tent) (tent) (tent)
Cadillac Motor Div.	Sept.16 - Sept.19 (tent)	Main Assembly Hall 1st Fl.Exhibit.Area
Chevrolet Motor Div.	Aug. 12 - Aug. 14	Main Assembly Hall 1st Fl.Exhibit.Area
Natl. Assoc. of Letter Carriers	Aug. 18 - Aug. 24 (tent)	Main Assembly Hall 1st Fl.Exhibit.Area

Lincoln Mercury	Aug. 18 - Aug. 24	Main Assembly Hall 1st Fl.Exhibit.Area
The American Sociological Assoc.	Aug. 25 - Aug. 29	2nd Fl. Exhib. Area
Ford Motor Co.	Aug. 26 - Aug. 28	Main Assembly Hall 1st Fl.Exhibit.Area
Chrysler	Sept. 3 - Sept. 4	Main Assembly Hall 1st Fl.Exhibit.Area
Boston Furniture Show	Sept. 9 - Sept.13	Entire Building
Oldsmobile	Sept.13 - Sept.14	Main Assembly Hall 1st Fl.Exhibit.Area
Buick	Sept.15	Main Assembly Hall 1st Fl.Exhibit.Area
Funeral Directors	Sept.16 - Sept.20	2nd Fl. Exhib. Area
Rhodes Exposition Co.,Inc. N.E. Exposition, Inc.(one and same)	Sept.25 - Sept.27	
National Assoc. of Oil Equipment Jobbers Petroleum Equipment Institute (one and same)	Oct. 2 - Oct. 3	2nd Fl. Exhib. Area
Natl. Assoc. of Retail Druggists	Oct. 7 - Oct. 11	Main Assembly Hall 1st Fl.Exhibit.Area
American Fish Exposition	Oct. 16 - Oct. 18	Main Assembly Hall
International Christian Business Men	Oct. 20	Main Assembly Hall
Middlesex Teachers	Oct. 22	Main Assembly Hall
International Auto Show	Oct. 25 - Nov. 1	Entire Building
Northeast Electronic Research and Engineering Meeting	Nov. 6 - Nov. 8	Entire Building
N.E. England Ski Show	Nov. 14 - Nov. 17	
Atomic Industrial Forum	Nov. 18 - Nov. 22	1st Fl. Exhib. Area
Eastern Dog Show	Dec. 16	Entire Building
Harold Symonds N.E. Mfg. Services	Dec. 2 - Dec. 7	Entire Building
Promotions, Inc.	Dec. 26 - Dec. 29	Main Assembly Hall 1st Fl.Exhibit.Area

APPENDIX

REVISED ORDINANCES
1965 CUMULATIVE SUPPLEMENT

(As inserted by Ord. 1964 c.4 s.1)

(21A) Auditorium, Use of. The charge to be paid for a license from the auditorium commission to use the municipal auditorium or the assembly hall, first floor exhibition hall, or second floor exhibition hall therein for a day or part of a day shall be the basic fee and the additional fee prescribed by this clause. The Basic fee shall be such amount as the auditorium commission shall deem reasonable in the circumstances after taking into account the season of the year, the particular day or days involved, the type and extent of the use involved, the prices of others for competing facilities, and all other relevant factors; provided, however, that in the case of a license covering all halls in the auditorium the basic fee shall be not less than $2,500.00 nor more than $4,500.00 except that the basic fee for such a license shall be, in the case of a use ceasing before 1:00 P.M., not less than $1,200.00 nor more than $1,800.00, and in the case of a use commencing after 1:00 P.M., not less than $1,800.00 nor more than $3,000.00; and provided further, that in the case of a license for the assembly hall, the basic fee shall be not less than $1,000.00 nor more than $2,500.00, except in the case of a use ceasing before 1:00 P.M., in which case the basic fee shall be not less than $500.00 nor more than $1,200.00; and provided also that in the case of a license for the first floor exhibition hall, the basic fee shall be not less than $1,200.00 nor more than $2,000.00,

except that the basic fee for such a license shall be, in the case of a use ceasing before 1:00 P.M., not less than $500.00 nor more than $1,000.00, and in the case of a use commencing after 1:00 P.M., not less than $800.00 nor more than $1,500.00; and provided in addition, that in the case of a license for the second floor exhibition hall, the basic fee shall be not less than $500.00 nor more than $1,200.00, except that the basic fee for such a license shall be, in the case of a use ceasing before 1:00 P.M., not less than $300.00 nor more than $600.00 and in the case of a use commencing after 1:00 P.M. not less than $450.00 nor more than $900.00. ..... The minimum and maximum basic fees set by this clause shall be construed to include general light, heat and air conditioning and, in the case of the assembly hall, the use of such city-owned seats and of such city-owned risers therefor as the auditorium commission from time to time may control.

AUDITORIUMS IN SELECTED CITIES

Facility	Area of Facility	Rental Rates
1. Atlantic City, N.J.		
Convention Hall		
A. Exhibition Hall		30¢ sq.ft.-net space sold
1st Floor Arena	162,000 sq.ft.	
Lower Level	94,500 " "	
Ballroom	23,000 " "	
B. Meeting Facilities		
Convention Hall	Seating app. 25,000	
Without Exhibits		$2500 pd., plus 10¢ per chair used
Use Lower Level Exhibit Hall (Or if exhibit rental justifies free use of Hall)		No charge
Ballroom	Seating 5,000	
Convention w/o Exhibits		$750 pd
" with Exhibits		No charge

pd. = per day

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
	Electricians-carpenters-painters-plumbers-guards-common laborers	By Auditorium and billed to exhibitors	
	Do not handle drayage-riggers		
	Operation-maintenance-all mechanical systems by staff personnel		
1. Pipe & drape booth equipment, if desired 2. Two-line firm name sign 3. Cleaning 4. Crate removal-storage-return 5. Meeting rooms-meeting room setups	Cleaning of booths		

Facility	Area of Facility	Rental Rates
2. Baltimore, Md. Civic Center & Convention Auditorium		
A. Exhibition Hall Meeting Rooms-2nd, 3rd, 4th Levels	40,100 sq.ft.	
With Exhibits		5¢ sq.ft.-net space used per day, with minimum of 8,000 sq.ft. or guaranteed rental of $400 pd. (Move in-out days-2½¢ sq.ft. minimum $200 pd.)
Without Exhibits		15¢ per chair per session (no charge for third session
B. Auditorium	Seating 13,000 (Permanent " 10,000 (Portable " 3,000	22,800 sq.ft.
Theatricals-dances-luncheons, etc.		$1100 guaranteed rental,plus incidental expenses-or percentage of gross
Sports		$1100 guaranteed rental,plus incidental expenses-or percentage of gross
Amateur Sports		$880 guaranteed rental,afternoon-evening-both $1,000-guaranteed rental, plus incidental expenses or percentag of gross

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
1. Meeting rooms (chairs) space-delegate registration 2. Ventilation-air conditioning-heat 3. Janitor service-aisles-open spaces-show and non-show hours-sweeping floor in booths 4. House lighting 5. Lavatory attendants on floor being used	Special equipment-personnel-carpenters-plumbers-electricians-labor, etc. Decorating & concessionaire General maintenance mechanical system own staff. Major repairs put out for bidding. Some contractural agreements for periodic maintenance (refrigeration-air conditioning)	By Auditorium and by contractors at rates approved by Civic Center Commission	18% from exclusive decorator contract 40.3% to 6.25%(gross) from exclusive concessionaire. Majority -- 40.3% of gross receipts.
1. House lighting 2. Ventilation-air conditioning-heat 3. Cleaning-resetting rooms after each session 4. Standard meeting room set up 5. Space-delegate registration 6. Lavatory attendants on floor being used		B.-Special service & equipment	

Facility	Area of Facility	Rental Rates
B. (cont.) Circuses-Rodeos		$1100 guaranteed rental per performance or 12½% gross ticket sales (after deductio applicable admission taxes- not to exceed $5,000 per day plus incidental expenses)

Facility	Area of Facility	Rental Rates
3. Cleveland, Ohio Convention Center A. Exhibit Conventions		30¢ sq.ft. minimum rental of $1,000 per day (Area-aisles-corridors-approaches-storage-etc., not figured in computing rental)

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
1. Use of all exhibit halls-meeting rooms-except Arena 2. Light-heat-ventilation-air conditioning-water-sanitary facilities with necessary equipment-materials-supplies-labor & supervision for same 3. Complete cleaning premises, incl. inside of booths 4. Doormen-watchman 5. Use of available office rooms & use and set up of available office furniture & equipment 6. House telephone service, executive offices only 7. Platform-lighted speaker's stand-table-chairs-easel-blackboards and chair set up & labor-each meeting room. Elevator service when required 8. Ordinary P.A. service-one microphone-Arena-Music Hall-Ballroom only	1. Electrical-water drainage-gas-compressed air-steam-fitting-plumbing-carpenter-painting-common labor-P.A. service-at prevailing labor rates-subject to change without notice 2. Furnish or arrange for lunch counter-lunchroom and refreshment stand service	1. By Auditorium	

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
9. Layout-marking exhibit space on floors 10. Storage & redelivery of crates with necessary trucks-labor-supervision can be handled by hand or electric trucks & common labor-not requiring special mechanical lift equipment-motor trucks or tractor 11. Nurse and first-aid service			

Facility	Area of Facility		Rental Rates	
B. Non-Exhibit Conventions				
Arena	Meeting capacity	10,500	(P.A.System-1 mike)	$ 500 pd
Music Hall	" "	3,000	" " "	$ 200 "
Little Theatre	" "	675		$ 75 "
Ballroom	" "	1,200	(P.A.System-1 mike)	$ 90 "
Club Rooms (A-C)	" "	300	each	$ 20 "
Club Room (B)	" "	300		$ 25 "
South Halls (A-B-C)	" "	400	each	$ 25 "

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
1. Chair set up-light-heat-air condition-ing-doormen-guards-elevator service-cleaning of prem-ises-speaker's set up-use of dressing rooms			

Facility	Area of Facility	Rental Rates
4. Dallas, Texas Dallas Memorial Auditorium		
A. North Exhibit Area	51,750 sq.ft.	
Commercial Trade Shows		20¢ per sq.ft. net space sold Minimum rental - $2500 Maximum rental - $4000
With Exhibits (based on four-day show-rate provides 4 days of combined move-in & move-out)		10¢ per sq.ft. net space sold Minimum rental - $1250 Maximum rental - $2000 (non-commercial-50% of commercial rate)
B. South Exhibit Area	23,120 sq.ft.	
Commercial Trade Shows		20¢ per sq.ft. net space sold Minimum rental - $1500 Maximum rental - $2000
With Exhibits		10¢ per sq.ft. net space sold Minimum rental - $ 750 Maximum rental - $1000 (non-commercial-50% of commercial rate)
C. Meeting Rooms		
1. Arena	Seating capacity - 10,428 (Permanent- 7,428 (Portable - 3,000	$200 pd.

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
1. Janitorial services own property 2. Meeting rooms as shown and meeting room chair setups (In Arena-any portion of portable chairs required-rate is 10¢ per chair-maximum cost of $300) 3. Lighting-air conditioning-heating	1. Cleaning of carpets and tile furnished by others 2. Electrical connections-guard services, etc.	1, Own staff-janitorial and houseman's work 2. Will suggest firms or companies, if asked, but make no direct recommendations	1, Receives no remuneration from any company doing business within the building

Facility	Area of Facility	Rental Rates
1. Arena (cont)		
Conventions w/o Exhibits		Morning - $150 Afternoon - 175 Evening - 250 All day-evening - 350
2. Theatre	Permanent seating - 1770	$200 pd.
Conventions w/o Exhibits		Morning - $100 Afternoon - $200 Evening - $250 All day-evening - $400
3. Ten Additional Meeting Rooms	Capacity 40 - 1,000	
Renting Exhibiting Hall		No charge
With Exhibits		$15-$50

Facility	Area of Facility	Rental Rates
5. Denver, Colorado Denver Convention Center		25¢ per sq.ft. net exhibit space sold
1. Exhibit Section	100,000 sq.ft.	
Minimum Rental	24,000 " "	5 days - $6000
Section A	50,000 " "	
Minimum Rental	12,000 " "	5 days - $3000
Section B	50,000 " "	
Minimum Rental	12,000 " "	5 days - $3000
(All meeting rooms free when exhibit space used for exhibits.) Association pays for exhibit space or meeting rooms, whichever fee is greater amount.		
2. Conventions w/o Exhibits		
a. Arena	Seating capacity 7800	$600 pd.
b. Theatre	" " 2250	$400 pd.
c. Exhibition Section-Meetings	" " 14,000	$1200 pd.

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
1. All meeting room chair setups 2. All utilities-house lighting-heat-air conditioning-power-gas 3. Chairs-tables-speakers' stands-P.A. system 4. Storage area for crates and equipment 5. House crew a. House electrician-P.A.system operator-property man and carpenters b. Service staff-5 uniformed doormen-1 matron-uniformed fireman c. Custodial staff-clean unit each morning-1 pickup porter for each 5,000 sq.ft. net exhibit space sold			

Facility	Area of Facility	Rental Rates
6. Detroit, Michigan		
Cobo Hall		
A. Exhibit Rental		
(1 to 5 days)		
Non-Industrial		30¢ sq.ft. net sold
Industrial		35¢ " " "
Minimum Rental	10,000 sq.ft.	$3,000
B. Arena		
Meeting & Rental w/o Exhibits	Seating 11,000	10¢ per chair-25¢ per chair placed on risers
Other Meeting Rooms	Seating 10 - 100	$10 or 10¢ per chair (Meetings 3,000-$300-8 A.M. to 6 P.M.)

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
1. Janitor service in aisles-open spaces & rest rooms (porter & matron provided) during show hours One thorough cleaning daily during non-show hours. (broom sweeping floor in booths-emptying ash trays & waste receptacles) 2. Pick up at booth-storage & return to booth empty crates 3. Use of meeting rooms, including standard meeting setups (includes Arena-capacity for 11,000 & Banquet Hall-capacity of 3700)			
1. Cleaning each night 2. Standard meeting setup 3. Use of Committee Rooms 4. Space-Registration			

Facility	Area of Facility	Rental Rates
7. Houston, Texas Civic Center		
A. Hall of Exhibits Underground Parking-Cars 2,000	125,000 sq.ft.	25¢ sq.ft. net space occupied
B. Coliseum Permanent Seating 9,000 Temporary " 4,000 Meeting Rooms 100-500 Committee Rooms 25-75	133,000 sq.ft.	$650 pd.
C. Music Hall Seating 3,036		$350 pd.
D. Jesse H. Jones Hall Seating 1st Level app. 3,000 " 2nd " " 2,400 " 3rd " " 2,000 " 4th " " 1,800 (App. Total - 9200)		One evening performance $400

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
1. Four-wall rentals-heating-air conditioning-all utilities 2. Janitor-maid services in building & rest rooms	1. Cleaning in exhibitors' booths 2. Tenant provides all personnel-except as noted 3. Lessee furnishes own ushers-ticket takers, etc.	1. None - but supply information on all firms offering required services	1. No bonus or service
Same as listed	Same as listed	1. Contract for maintenance & operation of mechanical & electrical equipment, except on stage	1. None

Facility	Area of Facility	Rental Rates
8. Kansas City, Missouri Municipal Auditorium		
A. Exhibit Hall	90,000 sq.ft.	
Convention Exhibits		17½¢ per sq.ft. net space sold, plus ½¢ per sq.ft. per day for booth cleanup
Exhibit Shows		$750 pd.
Benefit-Non Commercial		Lower-discretion of Board
B. Arena	Seating Capacity 12,400 (Permanent 8,400 (Removable 4,000	
Commercial		10% gross up to $10,000 12½% over $10,000 With guarantee of $600
Non-Commercial		Reduced rate-discretion of Board-$350-$600 per event
Convention		$225 pd.
C. Music Hall	Seating 2500	
Conventions		$100 pd.
Commercial		$350 per performance
D. Little Theatre (Removable chairs)	Seating 600	
Conventions		$25 pd.
Commercial		$50 per performance

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
1. Ordinary cleanup & janitorial services 2. Heating-lighting-air conditioning & water	1. Special lighting-decorating and concessions-outside contractors 2. Police-guards-ushers-ticket takers, etc. 3. Excessive use of gas, water, electricity, etc.	1. Billed and paid for by the Lessee 2. Recommend firms that have exclusive right to operate in building (rarely any other) 3. Maintenance & operation of mechanical system handled by own staff not by contract	1. Receive percentage of gross of outside firms (decorating-special lighting-electricity & food concessions)

Facility	Area of Facility	Rental Rates
E. Meeting Rooms	Smaller Capacities	$10 to $25 per day-without cost to those renting Exhibit Hall

Facility	Area of Facility	Rental Rates
9. Los Angeles, Calif. Memorial Sports Arena		
A. Amateur Sporting Events & 100% Charity Shows (Certified by L.A. Dept. Social Service)		15% gross (after admission tax) with minimum $1500 pd.
B. Professional Boxing		10% gross (after admission tax) with minimum $1500 pd.
C. Shows & Meetings (No gross receipts via gate-admissions-collections)		$3,000 pd.
D. All Other Shows Move in and move out charges-trade & commercial shows a. One day move in w/o cost-show four or more consecutive days beginning 8 A.M. day preceding show. 1. Any day or fraction beyond will be charged $500 per day up to & including 6th day. Beyond 6th day-charge will be $3,000 per day. b. Show closing before Midnite has 12 Noon of next day to		20% gross (after admission tax) with minimum $1500 pd.

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
1. Existing house lighting	1. P.A. system & engineer	1. By Arena	1. Take no percentage of gross for services rendered by others to a promoter
2. All utilities	2. Nurse & switchboard operator	2. For trade shows promotor hires own electrical contractor & decorator	Believe most buildings do take a percentage
3. Air conditioning-heating	3. Public liability insurance premium	3. Operation & maintenance handled by staff-major repairs are contracted out	
4. House engineer-electrician	4. Parking guards		
5. Spotlights (not operators)	5. Uniformed police		
6. Box office treasurer	6. Ticket sellers, cashiers		
7. Porter-maid service during show hours	7. Usher staff		
8. Clean up debris left by spectators	8. Special seating arrangements		
9. Arena level seating arrangement-most type shows	9. Stages-platforms		
10. Organ	10. Clean up debris caused by Exhibitors, contractors or Licensee		
	Said services by Arena & pd. by Licensee		

Facility	Area of Facility	Rental Rates
D. b (contd.) vacate building- anytime beyond shall be charged at rate of $500 per day or fraction thereof		

Facility	Area of Facility		Rental Rates
10. Las Vegas, Nevada Convention Center			
A. Exhibit Hall (No charge-Meeting Rooms)		90,000 sq.ft.	No printed rate charts Maximum-$1,000 per show day (Fee for exhibit space 1 1/10th¢ per sq.ft.)
B. Main Auditorium	Seating 8500		No charge
C. Meeting Rooms			No charge

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
1. Janitorial service, cleaning of exhibit areas and meeting rooms			
2. Chair and table set-ups			

Facility	Area of Facility		Rental Rates	
11. Milwaukee, Wicsonsin Auditorium-Arena				
A. Auditorium	Seating 6240		$1100 P.E.	
B. Exhibit Area				
Main Floor		26,000 sq.ft.	(.0269 per sq.ft.)	$700 pd.
Basement		48,000 " "	(.0125 per sq.ft.)	$600 "
C. Arena	Seating 12,000		$1650 P.E.	
Exhibit-Main Floor		26,000 " "	(.0307 per sq.ft.)	$800 pd.
Exhibit Hall		15,000 " "	(.02 per sq.ft.)	$300 pd.

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
1. Use of areas only	1. All services by own staff at prevailing rates	1. By Auditorium 2. Outside contractor used-Auditorium places a service charge of 15% 3. All services by own staff	1. No charge or service

Facility	Area of Facility	Rental Rates
12. Minneapolis, Minnesota Auditorium & Convention Hall		
A. Convention Exhibit Hall	app. 100,000 sq.ft.	25¢ sq.ft. net space sold with minimum charge of $1200 per day guarantee
B. Exhibit Hall	34,000 " "	$600 per day or 25¢ sq.ft. net space sold
C. Auditorium	Seating 6800 Portable " 2000	$850 per day or 10% of gross if admissions are charged-whichever is greater

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
1. Regular staff covered by contract 2. Janitorial service 3. Setting up all meeting rooms	1. Electrical work and maintenance by staff with schedule of rates 2. All other services by outside firms. Recommends firms approved by Commission, but must be more than one for each trade or service. 3. Doormen-guards-ticket takers-ushers-night watchman-in addition to rental	1. Electrical work and maintenance service by Auditorium to Lessee 2. All others by private firm to Lessee	1. No charge or service

Facility	Area of Facility			Rental Rates
13. Philadelphia, Pa.				
Civic Center				
A. Convention Auditorium Hall				
1. Auditorium-Balcony	Seating	12,000	36,000 sq.ft.	(.033 per sq.ft.) $1200 pd.
2. Exhibit Hall			25,000 " "	(.02 per sq.ft.) $ 500 pd.
3. Ballroom	Seats	1200	6,300 " "	(.064 per sq.ft.) $ 400 pd.
B. Center Exhibition Hall				
1. Ground Floor				$400 pd.
2. First Floor				$400 pd.
For 5 or more days				$1,000 pd.
C. Exhibition Hall				
1. Hall A			140,000 sq.ft.	(.018 per sq.ft.) $2500 pd.
For 5 or more days				(.015 per sq.ft.) $2200 pd.
2. Hall B			40,000 " "	(.015 per sq.ft.) $ 600 pd.

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
1. Daily cleaning-not booth areas 2. Pick up, storage & return crates 3. Setups 4. Uniformed guards-elevator operators 5. Normal maintenance & operation	1. All services required beyond normal operation & maintenance, such as stage hands-spot light handling-special security-cleaning of booths	1. Charges made by Civic Center to Lessee 2. Has one concessionaire for electrical services 3. Suggests contractors but does not recommend 4. Must use electrical concession-parking concession 5. Operation & maintenance of building by staff of 135	1. Receives 2 3/4% of gross from electrical concessionaire

Facility	Area of Facility	Rental Rates
C.2(Cont.)		
	Both-5 or more days	(.0155 per sq.ft.) $2800 pd.
D. Other Meeting Rooms		App. 10¢ per chair per day (1-150 - $10 pd.) (151-300 - $20 pd.) (301-600 - $40 pd.)
	Admission Shows w/o Exhibits	As above or 10% of total admission receipts-less amusement taxes-whichever is greater
	More Than One Performance One Day	1⅓ times base rental
	Admission Shows with Exhibits	15% advance & box office gross (less amusement tax) & plus 15% gross receipts of contracted sales of exhibit space to exhibitors
	Trade Show Conventions	35¢ sq.ft. net space sold-with minimum of $4,000 pd. (not to exceed 5 days)
	Over 5 Consecutive Days	Same as above, plus 50% daily base rate

Facility	Area of Facility	Rental Rates
14. Portland, Oregon		
Public Auditorium (Concert Hall)	Seating 3,000	
(No exhibit space)		
a. One show commercial		$675
b. Oneshow-collections taken		$575
c. One show-free admission		$475
d. 2nd-3rd-4th shows-same day		50% of above

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
1. Heat-lighting 2. Janitorial service 3. Sufficient ushers & doorman and one head usher	1. Security guards-ticket sellers-stage hands 2. Electrical	1. By Auditorium with own staff 2. All maintenance of entire building by own staff	1. None

Facility	Area of Facility	Rental Rates
15. San Diego, Calif. Community Concourse		
A. Exhibit Areas	65,000 sq.ft.	
1. Exhibit Hall	40,500 " "	(.0135 per sq.ft.) $550 pd.
2. Convention Hall Floor	24,500 " "	(.012 per sq.ft.) $300 pd.
B. Meeting Facilities		
Convention Hall	Seating 5,000	
Balcony-Permanent-1200		
Floor-Movable chairs-3800 (upholstered)		
1. To Convention		No charge
2. Commercial (Promotion ticket sale)		
a. Full riser set-up		$800 pd.
b. Flat chair set-up		$600 pd.
C. Civic Theatre	Seating 3,000	
1. To Conventions		No charge
2. Commercial(promotion ticket sale)		$550 pd.
D. Meeting Rooms (22)	Capacity 25-500 persons-Conventions	No charge

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
1. Meeting rooms 2. Meeting room setup 3. Ordinary cleanup-meeting rooms-Exhibit Hall-other areas of building	1. All other services		

Facility	Area of Facility		Rental Rates
16. San Francisco, California			
Civic Center			
A. Exhibit			
Brooks Hall		100,000 sq.ft.	(.01 per sq.ft.) $1,000 pd.
Set up-Dismantling			Plus $500 pd.
B. Meeting			
Civic Auditorium	Seating 8,000	35,000 sq.ft.	(.014 per sq.ft.-guarantee plus)
Balcony-permanent seats	4,319		
Main Floor-portable "	3,681		
C. For Sporting Events-Gate Show			Guarantee of $500 vs 10% of gate-whichever is larger
D. For Trade Shows			$900 pd.
Set up-Dismantling			$300 pd.
E. For Convention Meetings			
Day & night			$500 pd.
Day use			$300 pd.
Night use			$300 pd.
Polka Hall	Seating 900		$100 pd.
Larkin Hall	" 900		$100 pd.
Additional 56 Meeting Rooms	Seating 50 to 200		
1 Room			$10 pd.
14 Room Section			$100 pd.

Services & Facilities Included in Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
1. Air conditioning-house lighting-heating-chairs-portable stage 2. Janitorial service-entire building. except booth space 3. Setting up all meeting rooms	1. Lessee must supply own special police-doormen-ticket takers-ushers & stage hands 2. Lessee with private concerns-No recommendation by Civic Center but give Lessee names of firms belonging to San Francisco Convention & Visitors Bureau 3. Trade Shows-Lessee engages directly for local decorator-electricity-furniture-carpeting-janitorial firm cleaning of booths 4. Only exclusive contract is catering	1. Maintenance of all mechanical equipment, including air conditioning by Civil Service men employed by City via Dept. of Public Works under Auditorium supervision 2. For large show own staff augmented by hiring temporary help	1. No service-bonus or percentage from private service firms

Facility	Area of Facility		Rental Rates
17. Wichita, Kansas Auditorium Complex Rental Periods Per Day Morning - 6 A.M. to 12 Noon Afternoon - 12 Noon to 6 P.M. Evening - 6 P.M. to 12 Midnite Night - 12 Midnite to 6 A.M.			
A. Commercial			
1. Concert Hall	Seats 2200		First period - $330 pd. Next period-same day-$165 pd.
2. Convention Hall	Seats-total 5523 Removable-flat floor (1244 riser (2216 Permanent-Balcony (2063	50,000 sq.ft.	First period - $450 pd. Next period-same day-$225 pd.
3. Exhibition Hall			
1. Ground floor		50,000 sq.ft.	First period - $450 pd. Next period-same day-$225 pd.
2. Balcony		16,000 " "	First period - $100 pd. Next period-same day-$ 50 pd.
4. Theatre	Seats 677		First period - $100 pd. Next period-same day-$ 50 pd.
B. Non-Commercial			
1. Concert Hall	Seats 2200		First period - $265 pd. Next period-same day-$130 pd.

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
1. Normal heat-air conditioning & building lights 2. Clean up 3. Use of ticket office (additional charges for utilities considered above normal use) 4. Storage space-minimum of 1¢ sq.ft. per day	1. Lessee to arrange & pay a. Stage hands-motion picture operator-P.A. system operator-tickets-ticket sellers & takers-ushers-score-keepers, etc. b. Also decorations-booth equipment-telephone-permits-electrical-tables-extra chairs & all other services incidental to the event which are in addition to regular services	1. Unknown	1. Caterer selected by Lessee-must be recognized commercial firm deriving substantial amount of its receipts from sale of food 2. The caterer shall pay the City 25¢ per plate in accordance with his billing to the Lessee

Facility	Area of Facility		Rental Rates
2. Convention Hall	Seats 5523	50,000 sq.ft.	First period - $360 pd. Next period-same day-$180 pd.
3. Exhibition Hall-Balcony		16,000 " "	First period - $80 pd. Next period-same day-$40 pd.
4. Theatre	Seats 677		First period - $80 pd. Next period-same day-$40 pd.
C. Meeting Rooms 14 Rooms - Each 425 sq.ft.		7900 sq.ft.	First period - $12-$125 Next period-same day-$3.00 to $25

Facility	Area of Facility	Rental Rates	
18. Boston, Mass. War Memorial Auditorium Show Days			
A. Exhibit Facilities			
1. Entire Building-All Day	150,000 sq.ft.	Min. - .016 per sq.ft.	$2500 pd
		Max. - .03 " " "	$4500 pd
A.M. Only		Min. -	$1200 pd
		Max. -	$1800 pd
After 1 P.M.		Min. -	$1800 pd
		Max. -	$3000 pd
2. Assembly Hall - All Day	31,200 sq.ft.	Min. - .032 per sq.ft.	$1000 pd
		Max. - .08 " " "	$2500 pd
A.M. Only		Min. -	$ 500 pd
		Max. -	$1200 pd
3. 1st Floor Exhibit Hall - All Day	50,400 sq.ft.	Min. - .023 per sq.ft.	$1200 pd
		Max. - .04 " " "	$2000 pd
A.M. Only		Min. -	$ 500 pd
		Max. -	$1000 pd
After 1 P.M.		Min. -	$ 800 pd
		Max. -	$1500 pd
4. 2nd Floor Exhibit Hall - All Day	56,000 sq.ft.	Min. - .0089 per sq.ft.	$500 pd
		Max. - .021 " " "	$1200 pd
A.M. Only		Min. -	$ 300 pd
		Max. -	$ 600 pd
After 1 P.M.		Min. -	$ 450 pd
		Max. -	$ 900 pd

Services & Facilities Included In Basic Rental-No Additional Cost	Services Not Provided In Basic Rental	Service Contracts By Auditorium Or Lessee	If Auditorium Receives Bonus Or Service From Contractors Performing Services
1. Heat-light-air conditioning-few other basic services 2. Amplification and microphones	1. All janitorial service 2. Elevator operators 3. Police-electrical-cleaning-catering, etc. (Lessee required to deal with private contractors designated by Auditorium Commission) 4. Meeting Room setups a. 30¢ per chair b. $30 per modular meeting room to slide wall panels in place c. Additional cost for speakers' platforms	1. Lessee billed directly by private contractors 2. Maintenance of building & equipment by private contract	1. Caterer-monthly payment $4166.67, plus 35% gross-sale all beverages 30% gross-sale all food & beverages (other than alcohol) 12½% gross-sale tobacco 20% gross-other items 2. Caterer-55% check room receipts 3. Cleaner-clean office quarters 4. Electrical-7% of all accounts billed-provide electrician without cost when facility open 5. Toilets-86% receipts

Facility	Area of Facility	Rental Rates
B. Meeting Facilities		
1. Assembly Hall	Seating-total-5800 Floor-portable (4000 Balcony-permanent (1800	
All Day		Min. - .032 per sq.ft. $1000 pd Max. - .08 " " " $2500 pd
A.M. Only		Min. - $ 500 pd Max. - $1200 pd
2. Room 200	Seating 800	Included with Assembly Hall rental
Also 7 Meeting Rooms	Seating 60-100	Same as above
3. Meeting Rooms - 1st & 2nd Floor Exhibit Halls		Same as above